

HARNEY ESD BOARD OF DIRECTORS
 MONTHLY BOARD MEETING
 June 22, 2011

Present: Connie Barber, Chair
 Robin Cramer, Director
 Charles Dunten, Director
 Pete Merritt, Vice Chair (via telephone conference call)

Also Present: Dennis B. Mills, Superintendent
 Kaeko Blackburn, Business Manager
 Barbara Buchanan, Assistant Business Manager

Absent: Daniel Brown, Director
 Charles Schmidt, Director
 Richard Jenkins, Director

1. Connie Barber called the June meeting to order at 1:40 p.m. at the Harney ESD Administrative Office at 779 West Fillmore. CALL TO ORDER
2. Minutes for the May Board meeting were presented for review. Charles Dunten made a motion to approve the minutes as presented, Robin Cramer seconded and the motion carried. MINUTES
3. The fund balance report for June 22nd was presented. The report showed an All Funds total of \$635,170. Kaeko stated that the ending fund balance is projected to be approximately \$300,000. FINANCIAL REPORT
4. June disbursements in the amount of \$234,697.47 were presented for review. Kaeko stated that the \$119,205.03 payment to USAC was the repayment of e-rate funds that the board approved in April. At that time it was hoped that it would be due in July, but the bill had a June due date. The payment to Burns Ford was for a vehicle purchased by the Head Start program. Charles Dunten made a motion to approve the disbursements as presented. Robin Cramer seconded and the motion passed unanimously. DISBURSEMENTS
5. The 2011-2012 Combined Resolution Adopting the Budget, Making Appropriations, and Imposing and Categorizing Taxes at the rate of \$.8969 per \$1,000 for a Total All Funds of \$3,737,946 was approved unanimously upon a motion by Charles Dunten and a second by Robin Cramer. 2011-2012 BUDGET RESOLUTION
6. **An appropriation resolution** was presented for review for the following grants in accordance with ORS 294.326 {3}: RESOLUTIONS APPROVED

| Grant/Program | Budget | Actual |
|----------------------|-----------|-----------|
| EI/ECSE | \$171,987 | \$181,987 |
| Great /Healthy Start | \$78,341 | \$81,341 |
| Head Start | \$773,882 | \$783,882 |
| Eastern OR Tech | \$840,712 | \$941,878 |

A revised appropriation resolution was presented for the EI/ECSE Fund as provided through ORS 294.450. This resolution transfer is for the purpose of recognizing actual expenditures.

Decrease Function 1000 From \$58,368 to \$43,575
Increase Function 2000 From \$113,619 to \$128,412

A resolution to eliminate the Speech Education Fund, Unemployment Fund and Grant Writer Reserve Fund in accordance with ORS 294.475 was presented for review. This Resolution authorizes an inter-fund transfer to

the General Fund (#100) of the balance of funds remaining in:

| Fund | Amount |
|----------------------------------|---------------|
| Speech Education (#285) | \$15,000 |
| Unemployment Fund (#295) | \$73,672.28 |
| Grant Writer Reserve Fund (#297) | \$5,000 |

A Resolution Establishing Policies for Fund Balances was presented for review.

AUTHORITY

The HESD Board of Directors reserves the authority to establish and modify commitments of ending fund balance.

COMMITMENTS

In compliance with GASB 54, the HESD Board of Directors hereby makes the following commitments of 2010/11 ending fund balance and revenues for specific uses in 2011/12.

Retiree Benefit

The entire ending fund balance is committed to paying for travel reimbursement for the Superintendent.

PERS Reserve

The entire ending fund balance is committed to paying for PERS for HESD employees.

ESD Building Reserve

The entire ending fund balance is committed to paying for activities concerned with HESD building/property improvement and acquisitions.

Vehicle Reserve

The entire ending fund balance is committed to paying for the replacement of HESD's vehicles.

Technology Reserve

The entire ending fund balance is committed to paying for replacement of high dollar technology equipment necessary to support the component school districts.

Playground Reserve

The entire ending fund balance is committed to paying for playground equipment at the Early Childhood Center.

ASSIGNMENTS

Authority to classify portions of ending fund balance as assigned is hereby granted to the Superintendent and the clerk.

SPENDING AS IT RELATES TO END FUND BALANCE POLICY

The HESD Board of Directors considers the spending of the restricted classification of fund balance on purposes for which such funds can be used to occur first when funds are spent for restricted and unrestricted purposes. When unrestricted classifications of fund balances are spent, the Board will consider that committed amounts will be reduced first, followed by assigned amounts and unassigned amounts.

Robin Cramer made a motion to approve all of the resolutions. Charles Dunten seconded and the motion carried.

7. Superintendent Mills stated that his current contract would end on June 30th. If the board agreed, he stated that he was willing to have his current contract extended for one year. Pete Merritt made a motion to extend the Superintendent's contract for another year. Charles Dunten seconded and the motion passed unanimously. SUPERINTENDENT'S CONTRACT EXTENDED
8. The 2010-2011 HESD Annual Report was distributed to the Board of Directors. Superintendent Mills stated that it has been streamlined because the template ODE provided ESD's to follow was specific as to the details each report should include. It includes information on services offered, a self appraisal, component school survey results and various other documents. ANNUAL REPORT
9. Superintendent Mills presented certificates of appreciation from OAESD to HESD Board Members with over 5 years of dedicated service to education in Oregon as a Board member at Harney ESD. SUPERINTENDENT'S REPORT
- Connie Barber-21 years
 - Charles Dunten-18 years
 - Robin Cramer-12 years
 - Richard Jenkins-16 years
- Superintendent Mills reported that SB250 passed. This is the Senate Bill that reduces funding to ESD's and includes an option for districts to opt out of services. It also retains the minimum funding of one million to the five small ESD's. Superintendent Mills stated that HESD is financially in good shape and continues to run smoothly.
10. With no further business Chair Connie Barber adjourned the meeting at 2:30 p.m. ADJOURNMENT

Connie Barber, Chair